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|  | Currency Ink Production: Mixing Procedure | | Revision: #1 |
| | Document Control Number: 93.00-3.9.3DC | | Date: 8/13/02 |
| QUALITY PROC. | Responsible Organization: Office of Production Support | | |
| | Approved By: Doug Bernia | | Signature: <SIGNED> |

- 1.0 **Purpose:** To provide direction for consistent mixing practices at the Washington ink mill.
- 2.0 **Scope:** This procedure applies to the mixing of all currency inks at the Washington ink mill.
- 3.0 **Responsibilities**
 - 3.1 It is the responsibility of all ink making personnel to follow this procedure, and to inform management of any necessary changes to the procedure.
 - 3.2 It is the responsibility of the Manager of the Washington mill to ensure that this procedure adequately describes the mixing process, and that the procedure is fully adhered to in the production of currency inks.
- 4.0 **Procedure**
 - 4.1 Identify batch by the accompanying batch tag, and place the tub on the mixer.
 - 4.2 Mix materials in the tub according to the chart on the following page.
 - 4.3 Scrape the blades and sides of the tub.
 - 4.4 When the mixing is complete, fill in the Mixer number on the OTM form, initial the entry and place the form in the plastic bag attached to the tub.
 - 4.5 Remove the batch from the mixer, and move the tub to the designated milling area.

| Ink | Time |
|-------------------|---|
| 1I000585 | 15 min., scrape blades and sides;mix an additional 5 min. |
| 1I000600 | 5 min., add secondary; mix 10 min., scrape blades and sides, mix 5 min. (if powder is not mixed well, continue mixing until well dispersed) |
| 1I001244 | 20 minute mix at high speed |
| 1I000895 | 5 min. at low speed, then 15 min. at high speed (if powder is not mixed well, continue mixing until well dispersed) |
| 1I000894 | 20 minute mix at high speed |
| 1I001282 | 5 min. at low speed, then 15 min. at high speed (if powder is not mixed well, continue mixing until well dispersed) |
| 1I001284 | 5 min. at low speed, then 15 min. at high speed (if powder is not mixed well, continue mixing until well dispersed) |
| 1I001229 | 5 min. at low speed, then 15 min. at high speed (if powder is not mixed well, continue mixing until well dispersed) |
| 1I001201 (4051-4) | 5 min. at low speed, then 15 min. at high speed (if powder is not mixed well, continue mixing until well dispersed) |
| 1I001201 (4051-5) | 5 min. at low speed, then 15 min. at high speed (if powder is not mixed well, continue mixing until well dispersed) |
| 1I000687 | 5 min. at low speed, then 15 min. at high speed (if powder is not mixed well, continue mixing until well dispersed) |

| REVISION | PURPOSE OF REVISION | EFFECTIVE DATE |
|-----------------|--|-----------------------|
| 1 | To reflect current office name and chief | 8/13/02 |
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